

**BOARD OF NURSING
MINUTES
MADISON, WI
November 7, 2003**

PRESENT: June Bahr, Jacqueline Johnsrud, Marilyn Kaufmann, Marie Kohlbeck, Bettye Lawrence, Blaine Ropson, Linda Sanner and Kathleen Sullivan

EXCUSED: None

STAFF PRESENT: Kimberly Nania, Director of Health Services; Wayne Austin, Legal Counsel; Gina York, Minute taker, DOE and other staff

GUESTS: Ruth Waite, Cardinal Stritch University

CALL TO ORDER

Linda Sanner called the meeting to order at 9:38 a.m. A quorum of eight members was present. Chair Sanner welcomed a new member, Kathleen Sullivan to the Board.

AGENDA

Addendums to the Agenda:

- Open Session, Insert Under Item B. Proposed Stipulation Received After Mailing of Agenda – Add name: Lori F. Allain, RN
- Closed Session, Insert Deliberation of Proposed Stipulation Received After Mailing of Agenda – Add name: Lori F. Allain, RN
- Open Session, Insert After Item B. Information of New Board Member – Kathleen L. Sullivan
- Open Session, Insert After Item C. Electronic Survey on Delegation and Assistive Personnel Subcommittee Request
- Open Session, Insert After Item D. Letter from Wisconsin Association of Nurse Anesthetists
- Open Session, Insert Under Other Board Business, FYI: Materials from PNCB and Joint Commission on AHO

MOTION: Marilyn Kaufmann moved, seconded by Bettye Lawrence to approve the agenda as amended. Motion carried unanimously.

MINUTES OF OCTOBER 3, 2003

MOTION: Marie Kohlbeck moved, seconded by Bettye Lawrence to approve the October 3, 2003 minutes as written. Motion carried unanimously.

ADMINISTRATIVE REPORT

Kimberly Nania provided an updated list of the Board's Committees for review by the Board. The Board made new revisions to include their new member Kathleen Sullivan to the committee list and screening panel rotation list. The list will be revised and a final copy provided to the Board at the next meeting.

Ms. Nania shared with the Board the 2004 meeting dates. The number of meetings for the Board of Nursing has been cut back to eight meetings for the upcoming year. The Board requested to discuss further with Mary Schlaefter, Deputy Secretary, regarding the reasons surrounding the change in the day of the week and the number of meetings. The Board was also interested in how much money would be saved by this reduction in meetings. After this discussion concluded the Board took the following action.

MOTION: Marilyn Kaufmann moved, seconded by Blaine Ropson to approve the 2004 meeting dates and if a meeting cancels due to lack of quorum that the Board be notified. Motion carried unanimously.

INFORMATION OF NEW BOARD MEMBER KATHLEEN L. SULLIVAN

The Board noted the information regarding their new member Kathleen L. Sullivan.

SUMMARY REPORTS ON PENDING COURT CASES, DISCIPLINARY CASES AND ADMINISTRATIVE RULES AND PRESS RELEASES

The Board noted the report and Wayne Austin, Legal Counsel.

PRESENTATION OF PROPOSED STIPULATIONS

There were three stipulations to be presented before the Board, August C. Hohl, RN, Collette B. Trotta, RN, and Mary C. Cisewski, RN.

PRESENTATION OF PROPOSED STIPULATIONS MAILED AFTER THE AGENDA – LORI F. ALLAIN

There was one stipulation after the mailing of the agenda to be presented before the Board, Lori F. Allain, RN

ELECTRONIC SURVEY ON DELEGATION AND ASSISTIVE PERSONNEL SUBCOMMITTEE REQUEST

The Board completed the survey at today's meeting with Wayne Austin, Legal Counsel who will respond on behalf of the Board.

LETTER FROM WISCONSIN ASSOCIATION OF NURSE ANESTHETIST

The Board postponed this correspondence to the next Board meeting scheduled for December 2003.

INFORMATIONAL ITEMS

The Board noted all informational items from today's meeting.

REPORT OF THE EDUCATION AND LICENSING COMMITTEE

Marilyn Kaufmann gave a report to the Board regarding the alternative faculty proposal of Cardinal Stritch and Aurora-St. Lukes for the spring of 2004. Ruth Waite, Cardinal Stritch University presented to the Committee the alternative faculty proposal. The program has an ADN practicum with six to eight students with an assigned mentor providing one-on-one guidance and a Cardinal Stritch MSN student to act as clinical instructor. The MSN student will be guided by the MSN program instructor as well as the ADN course instructor. The Committee expressed concerns they had as the MSN student is not an employee of the school and the MSN student then would have to have her own malpractice insurance since she is not covered by the school. The Committee asked Barbara Showers to contact the school and clarify this is a one-time plan and requires a signed statement by the student regarding malpractice insurance, the school must submit the name and experience of the MSN student in charge, and that the evaluations of the alternative proposal be submitted to Ms. Showers for review by the Board.

Ms. Kaufmann informed the Board that the Committee had received some late requests for approval of exceptions to faculty qualifications. After a lengthy discussion of the problem of the late requests for approval of exceptions to faculty qualifications from Moraine Park Technical College and Concordia University. The Committee stressed the importance of schools adhering

to getting prior approval from the Board and would like to have an article in the next regulatory digest. The Committee briefly discussed the process for conducting random site audits, which would require submission of faculty qualifications. The Committee took the following action.

MOTION: Jacqueline Johnsrud moved, seconded by June Bahr, to request Barbara Showers to send a letter to the President of the school with a copy to the Dean of Nursing for schools submitting late requests for approval of faculty qualifications. And that an article be placed in the next regulatory digest to inform schools of the importance and requirements for requesting approval of exceptions to faculty qualifications before the faculty member begins teaching. Motion carried unanimously.

The Board's Action:

MOTION: Marilyn Kaufmann moved, seconded by Blaine Ropson, to approve the recommendations from the Committee and to have Barbara Showers send the letter as requested by the Committee. Motion carried unanimously.

**UPDATE ON FALL MEETING FOR OCTOBER 10, 2003 REGARDING
ALTERNATIVE MODELS OF
CLINICAL EDUCATION**

Jacqueline Johnsrud provided an update regarding how the fall meeting of October 10, 2003 went and the feedback they received from the visitors at the meeting. There was a lot of discussion regarding the various combinations for educational alternatives. They identified the strengths and concerns with each scenario. There was a lengthy discussion regarding qualifications and/or criteria for faculty, preceptors, mentors and other means of teaching (such as distance learning, etc.) Definitions will be given to clarify qualifications and expectations for individuals involved with these alternative models.

The Committee wanted to develop a format for organizing today's information and the different criteria for the alternatives discussed. Gina York, Board Services, prepared four charts for review and discussion by the Committee. The charts were distributed to the Board at today's meeting. The Board liked the way Ms. York organized the information and the lay out of the charts. The Board requested that Gina York send the four charts to all of the Board members for them to review and make and further additions.

The Board will have a meeting to provide an opportunity for testimony and others to respond this issue. Date to be determined.

REPORT OF PRACTICE COMMITTEE

Linda Sanner reported the Committee reviewed and the newly revised “Board Position on the Use of Intermediaries” position paper and took the following action.

MOTION: Jacqueline Johnsrud moved, seconded by Blaine Ropson, to accept the September 24, 2003 revision of the position paper on the use of Intermediaries. Motion carried unanimously.

The Board's Action:

MOTION: Jacqueline Johnsrud moved, seconded by June Bahr, to approve the recommendation by the Committee on the Board's position paper regarding the “Use of Intermediaries” revised on 9-24-03. Motion carried unanimously.

A revision prepared by the Department's word processing unit for the position paper titled “Position of the Board of Nursing on Performance of IV Therapy by Licensed Practical Nurses” was provided to the Committee for review. The revision date of November 7, 2003 will be added to the bottom of the document. This position paper will be worked on by June Bahr, Blaine Ropson, and Kathleen Sullivan for the January, 2004 meeting.

The Committee will continue the annual review of the Board's position papers over the next several months.

At the next Practice Committee meeting, the Committee will review and revise “Position of the Board of Nursing Regarding the Use of Nurse Technicians”. The last revision was in March 1998. Jacqueline Johnsrud and Blaine Ropson will work on this paper for the December meeting.

CONSULT WITH LEGAL COUNSEL

The Board consulted with Wayne Austin through out the meeting as needed.

VISITORS COMMENTS

None.

CLOSED SESSION

Open session adjourned at 10:30 a.m.

MOTION: Marilyn Kaufmann moved, seconded by Blaine Ropson, to adjourn to closed session pursuant to Wisconsin State Statutes 19.85 (1)(a)(b)(f) and (g) for the purpose of application reviews, request for stays of suspensions, request for full licensure, request for reinstatement for stay of suspension, IPP reviews, approval of refresher courses, request for extension of time to pay costs, deliberation of proposed stipulations, deliberation of proposed administrative warning, deliberation of order fixing costs, deliberation of proposed decision in the matter of disciplinary proceedings, meeting with the Division of Enforcement and consulting with Legal Counsel. Motion carried by roll call vote: June Bahr-yes, Jacqueline Johnsrud-yes; Marie Kohlbeck-yes; Blaine Ropson-yes; Linda Sanner-yes, Bettye Lawrence-yes, Marilyn Kaufmann-yes and Kathleen Sullivan-yes. Motion carried unanimously.

IMPAIRED PROFESSIONALS PROCEDURE (IPP)

DISMISSAL IPP #229

MOTION: Kathleen Sullivan moved, seconded by Marilyn Kaufmann, to grant the discharge of IPP #299 for successful completion of the IPP program. Motion carried unanimously.

DISMISSAL IPP #301

MOTION: Marilyn Kaufmann moved, seconded by Blaine Ropson, to grant the discharge of IPP #301 for successful completion of the IPP program. Motion carried unanimously.

APPEARANCES BEFORE THE BOARD

THOMAS WILEY

MOTION: Bettye Lawrence moved, seconded by Marilyn Kaufmann, to request a mental health evaluation and an AODA assessment on his fitness to practice and forward it to the Board for review and consideration. Also, a statement from his therapist whether Thomas Wiley is fit to practice, performance reports, dates of employment, and reason for leaving his employment at Bellin and Hartford Hospitals. Motion carried unanimously.

TODD COUGHLIN

MOTION: Marie Kohlbeck moved, seconded by Marilyn Kaufmann, to grant A three-month stay to Todd Coughlin with the beginning date to start over effective November 7, 2003. Motion carried unanimously.

REQUEST FOR FULL LICENSURE

TIFFANY KLAVER

MOTION: June Bahr moved, seconded by Marilyn Kaufmann, to grant Tiffany Klaver full licensure. Motion carried unanimously.

LORI LITTLE

MOTION: June Bahr moved, seconded by Marilyn Kaufmann, to grant Lori Little full licensure. Motion carried unanimously.

DAVID ROBBINS

MOTION: Marilyn Kaufmann moved, seconded by June Bahr, to grant David Robbins full licensure. Motion carried unanimously.

CYNTHIA SCHELLER

MOTION: Marilyn Kaufmann moved, seconded by Marie Kohlbeck, to grant Cynthia Scheller full licensure. Motion carried unanimously.

JENNIFER SCHNEIDER

MOTION: Marie Kohlbeck moved, seconded by Marilyn Kaufmann, to grant Jennifer Schneider full licensure. Motion carried unanimously.

REQUEST FOR THREE MONTH STAYS OF SUSPENSION OR FULL LICENSURE

SANDRA STOCK

MOTION: Jacqueline Johnsrud moved, seconded by June Bahr, to deny the request for a three-month stay or full licensure; but grant a one-month stay to Sandra Stock and request her to appear before the Board in December 2003. Refer Ms. Stock to DOE for possible board violation. Reason for Denial: Ms. Stock's Hydrocodone use. Motion carried unanimously.

MOTION: June Bahr moved, seconded by Marilyn Kaufmann, to refer to DOE the doctors, dentist, and pharmacy that have been providing prescriptions to Sandra Stock for the medication Hydrocodone. Motion carried unanimously.

REQUEST FOR THREE MONTH STAYS OF SUSPENSION WITH MODIFICATIONS

BARBARA BENOIT

MOTION: June Bahr moved, seconded by Jacqueline Johnsrud, to grant a Barbara Benoit a three-month stay with the modification to decrease therapy to two times per month, grant access, but no reduction in urine screens. Reason for Denial: Ms. Benoit has just been granted access and the Board needs to continue monitoring through urine screens. Motion carried unanimously.

LOIS BOYD

MOTION: Bettye Lawrence moved, seconded by Marie Kohlbeck, to grant a three-month stay with no modification in the reduction of urine screens to Lois Boyd. Reason for Denial: Ms. Boyd has not been under the Board Order for one year. Motion carried unanimously.

LORI CUENE

MOTION: Marilyn Kaufmann moved, seconded by Bettye Lawrence, to grant renewal of a limited license only for the purpose of pursuing the refresher course to Lori Cuene and request Ms. Cuene to submit the required fourteen urine screens documentation, the submission of her therapist report and verification of her compliance in attending AA/NA. Ms. Cuene is requested to show her Board Order to the Refresher Course Program. Motion carried unanimously.

MARY LOU STILL CHURCH

MOTION: Marilyn Kaufmann moved, seconded by Bettye Lawrence, to grant a three-month stay with no modifications to Mary Lou Still Church and for her to consider voluntary surrender of her license. Reason for Denial: Ms. Still Church has not been compliant with five years of continuous active employment. Motion carried unanimously.

MARGARET CRAIN

MOTION: June Bahr moved, seconded by Marie Kohlbeck, to grant a three-month stay with the modification to reduce urine screens to fourteen per year to Margaret Crain. Motion carried unanimously.

HOLLY DAVIS

MOTION: Marilyn Kaufmann moved, seconded by Bettye Lawrence, to grant a three-month stay with the modification to allow access to Holly Davis. Motion carried unanimously.

JEAN GOTZMAN

MOTION: Marilyn Kaufmann moved, seconded by Bettye Lawrence, to grant a three-month stay but deny modification to reduce urine screens to Jean Gotzman. Reason for Denial: Ms. Gotzman does not have the support of her therapist. Motion carried unanimously.

MARY BETH KRAMER

MOTION: June Bahr moved, seconded by Bettye Lawrence, to grant a three-month stay with the modification to decrease urine screens to ten per quarter to Mary Beth Kramer. Motion carried unanimously.

ELLEN LALUZERNE

MOTION: Marilyn Kaufmann moved, seconded by Blaine Ropson, to grant a three-month stay but deny modifications to Ellen Laluzerne. Reason for Denial: Ms. Laluzerne has not been under the Board Order for one year. Motion carried unanimously.

ANN SCHUCK

MOTION: Marilyn Kaufmann moved, seconded by Marie Kohlbeck, to grant a three-month stay but deny modifications to Ann Schuck. Reason for Denial: Ms. Schuck has only been employed three months, too soon. Motion carried unanimously.

**REQUEST MODIFICATIONS
POSSIBLE BOARD VIOLATION**

RUTH REISIMER

MOTION: June Bahr moved, seconded by Marilyn Kaufmann, to grant a three-month stay to Ruth Reisimer with the modifications to reduce therapy with Dr. Lambert to quarterly and Dr. Schneider to two times per week. Motion carried unanimously.

**REQUEST VOLUNTARY SURRENDER
OF LICENSE**

JULIE VAN PUFFELEN

MOTION: Jacqueline Johnsrud moved, seconded by June Bahr, to accept the surrender of Julie Van Puffelen's license. Motion carried unanimously.

POSSIBLE BOARD VIOLATION

FAY IMIG

MOTION: Marilyn Kaufmann moved, seconded by Jacqueline Johnsrud, to suspend the license of Fay Imig. Reason for Suspension: Board Order Violation. Motion carried unanimously.

PAMELA WOLFF

MOTION: Jacqueline Johnsrud moved, seconded by June Bahr, to suspend the license of Pamela Wolff. Reason for Suspension: Board Order Violation. Motion carried unanimously.

STIPULATIONS

AUGUST C. HOHL, RN

MOTION: June Bahr moved, seconded by Marilyn Kaufmann, to adopt the Findings of Fact, Conclusions of Law, Order and Stipulation in the matter of August C. Hohl, RN. Motion carried unanimously.

COLLETTE B. TROTTA, RN

MOTION: Marilyn Kaufmann moved, seconded by June Bahr, to adopt the Findings of Fact, Conclusions of Law, Order and Stipulation in the matter of Collette B. Trotta, RN. Motion carried unanimously.

MARY A. CISWESKI, RN

MOTION: Marilyn Kaufmann moved, seconded by June Bahr, to adopt the Findings of Fact, Conclusions of Law, Order and Stipulation in the matter of Mary A. Cisewski, RN. Motion carried unanimously.

LORI F. ALLAIN, RN

MOTION: Marilyn Kaufmann moved, seconded by June Bahr, to adopt the Findings of Fact, Conclusions of Law, Order and Stipulation in the matter of Lori F. Allain, RN. Motion carried unanimously.

DELIBERATION OF PROPOSED ADMINISTRATIVE WARNINGS

LYNN K. HINTZ

MOTION: June Bahr moved, seconded by Marilyn Kaufmann, to issue an administrative warning to Lynn K. Hintz. Motion carried unanimously.

SHERRI A. SAYLES

MOTION: June Bahr moved, seconded by Jacqueline Johnsrud, to issue an administrative warning to Sherri A. Sayles. Motion carried unanimously.

DELIBERATION OF PROPOSED DECISION IN THE MATTER OF DISCIPLINE PROCEEDINGS

PHILIP A. HICE, RN

MOTION: June Bahr moved, seconded by Jacqueline Johnsrud, to accept the fixing costs issued to Philip A. Hice, RN. Motion carried unanimously.

MARGARET CHU, RN

MOTION: Jacqueline Johnsrud moved, seconded by Blaine Ropson, to accept the fixing costs issued to Margaret Chu, RN. Motion carried unanimously.

DIVISION OF ENFORCEMENT AND CASE STATUS REPORT

MOTION: Jacqueline Johnsrud moved, seconded by June Bahr, to delay decision on **02 NUR 079** until the next month, December.

MOTION: Jacqueline Johnsrud Bahr moved, seconded by Marie Kohlbeck, to close **02 NUR 245**, individual deceased.

MOTION: Jacqueline Johnsrud moved, seconded by June Bahr, to close case **02 NUR 109** for no violation.

MOTION: June Bahr moved, seconded by Marie Kohlbeck, to close case
01 NUR 328 for insufficient evidence.

MOTION: June Bahr moved, seconded by Jacqueline Johnsrud, to close case
02 NUR 050 for P1.

MOTION: Jacqueline Johnsrud moved, seconded by June Bahr, to close case
02 NUR 104 for P2.

MOTION: June Bahr moved, seconded by Marie Kohlbeck, to close case
03 NUR 112 for P2.

MOTION: Marilyn Kaufmann moved, seconded by Blaine Ropson, to close case
03 NUR 185 for insufficient evidence.

MOTION: June Bahr moved, seconded by Marie Kohlbeck, to close case
01 NUR 179 for no violation.

RECONVENE TO OPEN SESSION

MOTION: Jacqueline Johnsrud moved, seconded by Marie Kohlbeck, to go into open
session at 1:54 p.m. Motion carried unanimously.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

MOTION: Marilyn Kaufmann moved, seconded by Marie Kohlbeck to affirm all
decisions made in closed session. Motion carried unanimously.

OTHER BOARD BUSINESS

MONITORING DELEGATION FOR LICENSEE'S LESS THAN ONE YEAR INTO THE BOARD ORDER

MOTION: June Bahr moved, seconded by Marilyn Kaufmann, that any requests for
modifications, and it is less than one year into the Board Order, monitoring
will send a letter to the licensee and not bring it before the Board. Motion
carried unanimously.

ADJOURNMENT

MOTION: Marie Kohlbeck moved, seconded by Bettye Lawrence, to adjourn the meeting at 2:48 p.m. Motion carried unanimously.